

New Directions



Published For ADHS Employees

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ADHS ... on the job

Peg Guichard-Watters is a public health sanitarian with the Division of Disease Control.

"When I tell people that I'm a registered sanitarian," she says, "the usual response is 'what's that?'"

Guichard-Watters is the ADHS retail food specialist, and is certified by the Food and Drug Administration as the state survey and evaluation officer for the Retail Food Sanitation Program. At present she evaluates and consults with state institutions, outpatient treatment centers, foster homes, and food service establishments. She is also involved with training food service employees and state and county sanitarians.

When asked about her most interesting assignment, Guichard-Watters opted to tell us about her "smelliest."

Each week she visits the wholesale fish market and spends an entire day inspecting raw shellfish. She has been dubbed the "fish lady" as she goes through the fish examining tags to make sure they come from approved sources, gathers samples, and finally takes them to the State Laboratory to be tested. The odor from raw fish lasts all day.

"Everyone holds their noses when I get home," she says, "and no one wants to let me come into the house." They haven't solved the problem yet, but she's received several constructive suggestions . . . wear galoshes to work and undress in the garage!

Guichard-Watters has been with ADHS for three and one-half years. She was a registered sanitarian for several county health departments in Illinois before moving to Arizona.



The photographs displayed on the bulletin board are baby pictures of employees at the Division of Environmental Health. Staff held a "Youthful Photo Contest" and had a lot of fun trying to match names and faces. The happy winners are **Prabhat Bhargava** from Waste and Water Quality Management, and **Myra Rogers** from Emergency Response and Environmental Analysis.

New committee to study retreat recommendations

The recommendations made at the management retreat are being studied by a special committee, and ADHS Director Lloyd Novick, M.D., has also charged the group with responsibility for planning a follow-up retreat this spring.

Participants in last fall's retreat were divided into groups to discuss the values of the department, leadership qualities, management style, and communication. Their recommendations are included in the "Management Retreat Summary" reviewed by the committee at its first meeting on January 8.

Chairman **Michael Sabo** said that the committee determined that three actions have already been taken in response to the recommendations. A department mission statement has been developed and distributed and mission statements have been developed for each division; the policies and procedures manual has been disseminated for review and comment; a new budget process involving program staff has been implemented for the 1987-88 budget cycle.

"The committee also felt that there were two additional recommendations which could be implemented at this time," Sabo said. "Dr. Novick has already accepted our suggestions."

The first part of the monthly Public Health Forum will be devoted to a department update presented by a member of the Management Team. Sabo said the committee felt this would be particularly beneficial during the legislative session, but that it should not be restricted to the legislative update and should be an ongoing activity.

The committee also recommended that when an interpretation of a policy or procedure is requested, the interpretation be recorded and distributed.

"This will alleviate the problem of different interpretations from different people," Sabo said. "We also feel that someone should be charged with the job of keeping the policies and procedures manual current and notifying appropriate individuals of changes."

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News notes

The Division of Environmental Health and ADHS reached a milestone this month when the department and ENSCO, Inc. signed a contract to build a state hazardous waste facility. The state will be the landowner and ENSCO will design, finance, construct and operate the facility. The site was selected by the Arizona Legislature in 1981, based upon recommendations from the department.

Chuck Anders, ADHS assistant director for Environmental Health, said that the effort is one of a kind in the nation and may serve as a national model for public-private partnerships and advanced technology in the management of hazardous waste.

A conference on "International Health Problems and the Southwest" will be co-sponsored by the National Council for International Health, the University of Arizona's Rural Health Office and the US-Mexico Border Health Association on March 3-4. Sessions will be organized around: primary health care, special populations and community-oriented models for action. Contact Rural Health Office at (602) 626-7946 or NCIH at (202) 833-5900 for more information.

A summary of AIDS in Arizona and recommendations for prevention were published in the December issue of the Arizona Health Bulletin. Extra copies for the public and health professionals are available from the Office of Infectious Disease at the Division of Disease Control.

A four day training course on the IBM personal computer's Smartware package will be held in February by the Office of Automation. Classes filled up immediately and there is a waiting list. Contact **Joe Krajnyak** or **Katrina Meyn Shawver** at 255-1073 for information on additional classes this spring.

Congratulations . . . to staff members from the Office of Nutrition Services who received certification from the National Institute for the Foodservice Industry after completing the Applied Foodservice Sanitation Course. The operation-centered certification course provides foodservice managers with basic sanitation principles, ways to apply in practical situations, and methods for training and motivating employees to follow good sanitation practices. Staff members who received certification are **Barbara Freese, Bonnie Schoenborne, Felecia Erhardt, Helen Cacherls, Judy Dare** and **Ling Patty**.



Staff responsible for the licensure and complaint investigations of health care facilities are always on the go . . . last year they conducted more than 750 licensure and certification surveys, surveyed more than 160 institutions to correct deficiencies, and investigated more than 500 complaints.

Marge Hill is inspection team leader for long term care facilities; **Cathy Rosenthal** is inspection team leader for behavioral health and supervisory care homes. The Health Care Licensure Office is part of the Division of Emergency Services/Health Care Facilities.

Cheers! A listing of all the lists available in the department and where to get them is being compiled by the Word Processing Unit. That means we will no longer have to panic when we need special lists of public health officials, hospitals, day care centers, county health departments, the media, etc.

The ultimate goal is to include such a listing in the Secretary's Desk Manual so that no one will have to duplicate efforts by recreating a list that already exists. Any office or person who maintains a list of any kind is asked to aid in this effort by sending a description of the list to **Katrina Meyn Shawver** at 1740 West Adams.

The completion of the State Health Plan is cause for celebration in the Office of Planning and Budget Development. Associate Director **Gloria Heller** poses with the special cake baked for the occasion. Staff spent 10,000 hours formulating the plan.

The plan is the product of the State Health Coordinating Council, the Health System Agencies, and professional groups from all over the state. It was presented at the annual meeting of the Statewide Health Coordinating Council.

New Directions is published by the ADHS Office of Human Resource Development.

Editor
Carol Murray

Editorial Board

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During the holidays, hundreds of gifts were donated to Arizona State Hospital by valley churches, community and civic organizations, and the Mental Health Association of Tucson. **Susan Gustafson** and **Joyce Smi** from the ASH Volunteer Services Department coordinated with staff to deliver gifts and host parties and other activities.

The Volunteer Services Department is also responsible for recruiting, interviewing, training and placing volunteers who want to lend a helping hand at the hospital. Each month more than 100 tasks are handled by volunteers from the community. The age range for volunteers is from 16 to 80 years.

Save these dates . . . the next Public Health Forums will be held on February 27, March 27 and April 24. The forums will open with an update on department activities presented by a member of the Management Team.

This subject for this month's forum was "Perinatal Health; the Problems and Strategies for Improvements". The presentation was made by **Stephen Saunders, M.D.**, assistant director for the Division of Family Health. Dr. Saunders discussed the state's inadequate prenatal care, increasing mortality rates and evaluation of the state-funded perinatal program.

This is an EMPLOYEE newsletter . . . your ideas, comments, contributions and photos are welcome.

What goes on in your office? Are you working on an interesting project? Do you know someone who deserves special recognition? What would you like to see in the newsletter?

We want to learn more about YOU . . . the employee. Contact the editor or your editorial board representative. (photographs will be returned)



A certificate of appreciation from Carolyn Warner and the Arizona Department of Education was presented to **Georgia Macdonough** for seventeen years of dedication to the health of school children in Arizona. Macdonough, assistant director for the Division of Local Health, is congratulated by **Stan Kleiner** from the Office of Policy and Planning.

Health Legislation

Charline Franz
Coordinator of
Intergovernmental
Activities.



Some of the health related topics that will be debated during the 1986 Legislative Session are new issues, but most are resurrected from past sessions.

The subjects of special interest to

the Arizona Department of Health Services include: medical malpractice prevention and limited liability; prohibition of discrimination against AIDS victims; restricted activity for AIDS victims; rural primary health office; organ donor regulation; daycare fingerprinting; mandatory reporting of diseases; underground storage tanks; water and air quality; small group homes; no smoking and smokeless tobacco; mandatory seat belts; provisional licenses for midwives.

Next month I'll be back with actual bill numbers and descriptions of the legislation . . .

Editorial Board appointment

Anna Contreras has been appointed to the ADHS Employee Editorial Board as representative from Arizona State Hospital.

Contreras is the ASH director of public affairs. She serves as liaison with the ASH Advisory Board, community and government groups, and as supervisor of the hospital's Volunteer Services.

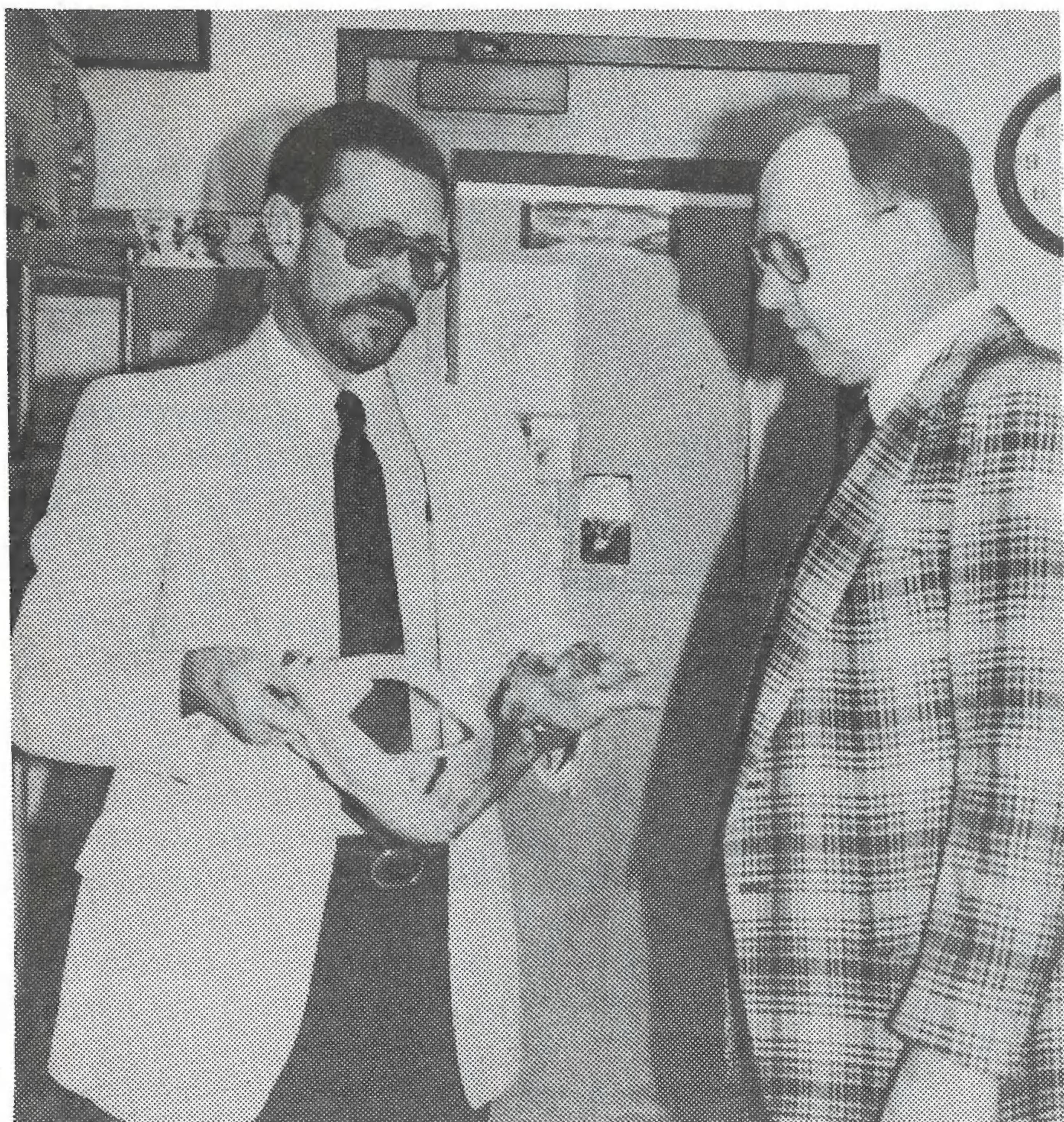
Contreras has been with the department for eight years.

New Committee . . .

(Continued from page 1)

The committee organized the recommendations outlined in the Management Retreat Summary into five categories for future discussion. The categories are communication issues, pride in organization, time management issues, recognition of personal worth and management philosophy.

The members of the committee are: Renee Gaudino, Adm.; John Morales, ASH; Ron Nathan, SAMHC; Harvel Alishouse, DCS; Victor Dominquez, EMS; Jack Bale, EHS; Michael Sabo, FHS, (chairman); Grace Mossman, State Lab; Vanessa Hill, Local Health; Barbara Perrin, Staff Development and Training; Fran Gonzalo, Director's Office.



During a safety audit at the State Laboratory, **Dale Halford** examines face shields with **Wynand Nimmo**, chairman of the Lab's Safety Committee. Lab employees recognize the high risk factors involved in working with chemicals and biological agents and conduct safety training programs on a regular basis.

ADHS establishes Loss Control Program

An average of 6,000 compensation, property and liability claims are made against the state each year at a cost of approximately \$15 million annually.

In an attempt to reverse this trend of increasing costs and numbers of accidents in state government, a rule was passed that required state agencies to establish a loss control program. R2-10-205 requires a broad spectrum of programs to provide for the safety of employees and clients, and protection of physical assets such as equipment and buildings.

The loss control program at the Department of Health services has three basic components. The Loss Control Section of the Office of Real Property and Procurement is responsible for formulating and monitoring the overall program. Each division is responsible for the safety and security of its personnel, property and equipment. Each employee is responsible for performing all duties in a safe manner and standards for loss control responsibilities are now included in all performance, planning and evaluation reports. (PPERs)

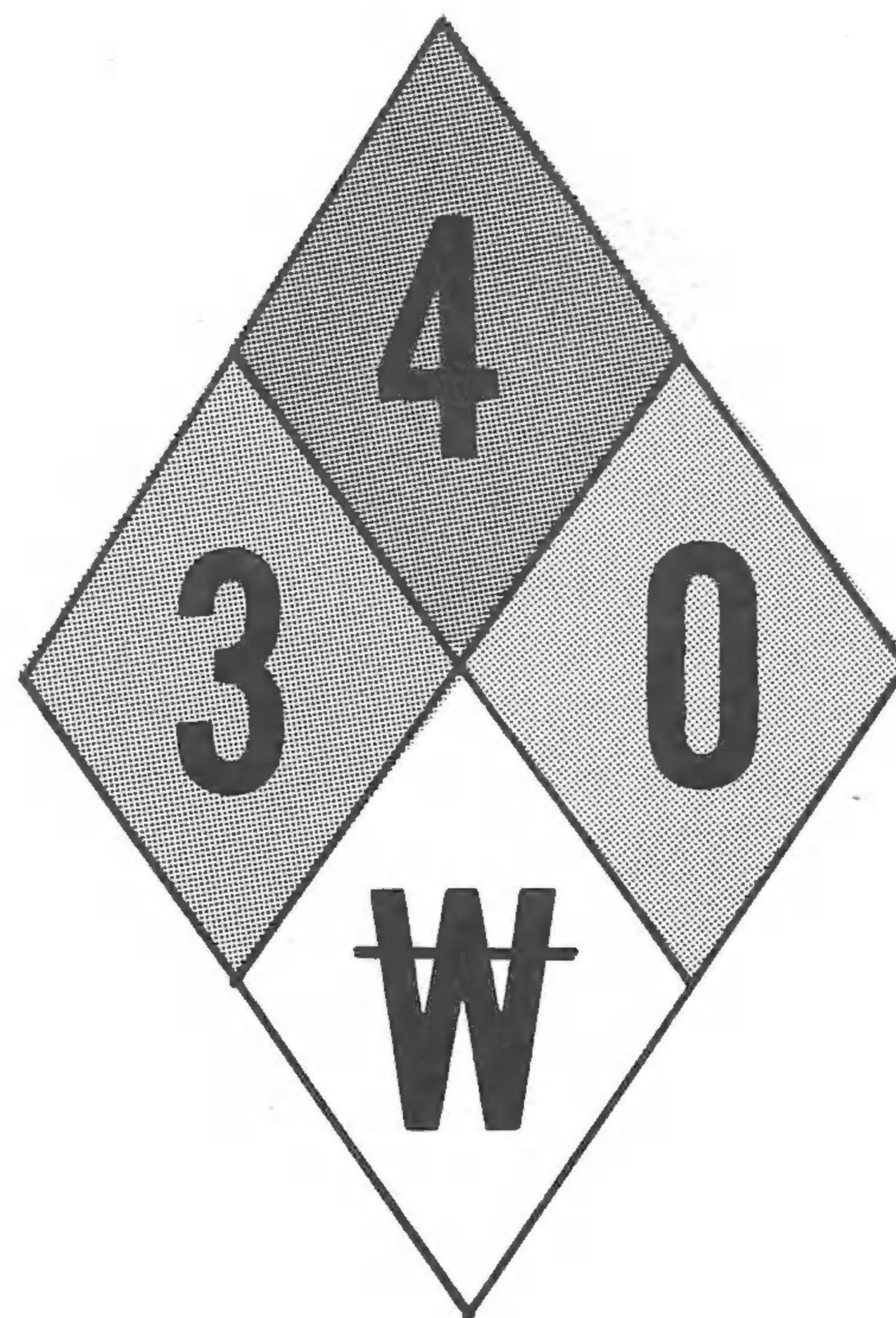
Dale Halford, who runs the Loss Control Section, says that a safety management training course for managers and supervisors will be offered in the near future. Some of the other elements listed by Halford as being required for the department program are routine safety and health inspections; accident/incident investigations; security programs; environmental protection; motor fleet safety; emergency evacuation plans; claims administration; statistical programs.

Halford also said that he is available to meet with staff and welcomes any opportunity to train or consult on safety problems.

"Planning for accident prevention is part of good management," Halford said. "Most of the accidents or incidents involving the state are preventable."

ADHS loss control file

- A nurse was wearing a dangling earring. A combative patient pulled the earring through her pierced earlobe . . .
- A clerk at 1740 W. Adams fell down the stairs . . .
- A carpenter was sawing wood on a table saw. His hand went into the blade, and he suffered a severe cut . . .
- An employee fell out of her chair and strained her back . . .
- An employee was driving to Tempe when his auto overheated. He removed the radiator cap and suffered 2nd degree burns . . .
- An employee was exposed to unknown toxic vapors while unpacking samples . . .
- Two employees received 1st degree burns when hot coffee was spilled on them in the elevator . . .
- A supervisor injured her back while moving boxes of forms . . .
- A groundskeeper was stung by a bee while he was trimming shrubs . . .
- A lab tech dropped a container of acid. No one was hurt, but the building had to be evacuated until clean-up was accomplished . . .



This symbol is used as a guide to fire fighters in facilities where hazardous materials are stored. Color and number codes indicate the degree of danger for health, flammability, reactivity, and the possible hazard of using water.

The ADHS Annual Report for 1985 has been published by the Public Information Office. It is much more than just an expenditure report, and contains an excellent narrative on department activities which is divided into sections on health protection and promotion; community health services; quality assurance; budgets, planning and management; and a directory of public health services. Copies will be available to the public on request.